



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

NATIONAL CAPITAL REGION –Provincial Office II (QUEZON CITY & CITY OF MARIKINA)

REQUEST FOR QUOTATION

The Philippine Statistics Authority - National Capital Region Provincial Office II, will undertake a Negotiated Procurement (Emergency Cases) under Section 53(b) of RA No. 9184, Section 53.2 of its 2016 IRR, GPPB and the Commission on Audit (COA) issued Joint Memorandum Circular No. 12 dated 26 March 2020, and other GPPB associated issuances for the **Lease of Motor Vehicle** with the following details:

Name of Project	Lease of Motor Vehicle for PSA NCR PO II employees
Place of Delivery	Within Quezon City, City of Marikina and City of Manila
No. of Vehicle	3
No. of Days	15
Approved Budget for the Contract (ABC)	Php 202,500.00
Duration of Contract	August 19 to September 4, 2020
Specifications/ Terms and Conditions	Refer to attached Terms and Conditions

Interested bidders of known qualifications are invited to submit quotation/proposal duly signed by you or your duly authorized representative not later than 5:00 PM on 18 August 2020. A copy of your Mayor's/Business Permit is required to be submitted along with your accomplished quotation. Quotation/proposal is to be submitted personally to PSA NCR PO II, 8/F EDSA Grand Residences, 75 EDSA cor. Corregidor St., Ramon Magsaysay, Quezon City.

For any clarification, you may contact us at telephone number (02) 8716-0828/8713-4472 or through email address psa.ncr.pso2@gmail.com


APOLINARIO F. OBLEA
Chief Statistical Specialist



TERMS AND CONDITIONS

I. OBLIGATION AND DUTIES OF THE SERVICE PROVIDER

1. The SERVICE PROVIDER shall deliver the required services relative to the Rental of Transportation Services inclusive of driver fee, fuel, parking and other government taxes per Schedule of Trip to be provided by PSA to the SERVICE PROVIDER

2. The SERVICE PROVIDER hereby recognizes the right of PSA to inspect every vehicle and demand immediate replacement should problem/issues arise.

3. All expenses for the maintenance, repairs of the vehicle, replacement of tires when necessary in order to keep it the vehicle suitable for the use to which it has been devoted shall be borne by SERVICE PROVIDER

II. SCOPE OF WORK

The SERVICE PROVIDER shall perform the following tasks:

1. Provide the well maintained air-conditioned roadworthy motor vehicle with respective professional skilled and courteous non-smoker drivers within the required number of hours at the dispatch of PSA authorized representative

2. The vehicle should be equipped with necessary safety items, seat-belt restraints in the front and rear of the vehicle, spare tire, mechanical jack and basic hand tools; should have comprehensive insurance; should have good tires; should be clean, inside and out, and free from any unpleasant odor; should be registered for operation during the period of Contract and with registration documentation in the vehicle/number plates affixed to the vehicle as required by law.

3. The service provider shall ensure the availability of stand-by cars/vans in case of mechanical trouble during the duration of the rental period.

4. All incidental expenses which include among others fuel cost, drivers pay and meals, parking fee, toll fee, etc., shall be to the account of the service provider

5. The service provider shall ensure that all vehicles are disinfected after each trip.

6. Strictly observed the guidelines on Community Quarantine (ECQ/ECQ/GCQ/MGCQ) and other health/safety measures such as "social/physical distancing", wearing of face masks, application of alcohol/hand sanitizers, etc.



REPUBLIC OF THE PHILIPPINES

PHILIPPINE STATISTICS AUTHORITY

NATIONAL CAPITAL REGION –Provincial Office II (QUEZON CITY & CITY OF MARIKINA)

BID PRICE/QUOTATION

Note: All fees, taxes and other similar charges, imposed by the Philippine Government shall be on the account of the SERVICE PROVIDER

Amount in words:

Amount in Numbers:

Signature over Printed Name

Position: _____

Name of Company: _____

Address: _____

Email Address: _____

Fax No. _____ Tel No/s _____ Mobile No. _____